

APPLICATION TO BOARD OF ADJUSTMENT

800 Cincinnati Road, Suite 4, Georgetown, KY 40324 • 502-863-9802 • Fax 502-863-4169

Application No. _____ Fee **\$ 50.00** Receipt No. _____

1. **APPLICANT** _____

MAILING ADDRESS _____

PHONE NO. _____ (HOME) _____ (WORK) _____

2. **TYPE OF REQUEST** ☐ VARIANCE ☐ CONDITIONAL USE PERMIT

☐ HOME OCCUPATION (CUP) ☐ ADMINISTRATIVE REVIEW

3. **LOCATION** _____

4. **SUBDIVISION** _____ **PLEASE CIRCLE:** CITY / COUNTY

5. **EXISTING USE** _____ **ZONING DISTRICT** _____

6. **DESCRIPTION OF REQUEST** _____

7. **SUPPORTING INFORMATION:** VARIANCE - Attach plans drawn to scale showing the dimensions and shape of the lot or land, the size and locations of existing buildings, the locations and dimensions of proposed buildings or additions, and any natural or topographic peculiarities of the lot in question. In order for a variance to be granted, the applicant must prove to the Board that the following items are true: (Please attach these comments on a separate sheet)

- A. Special conditions exist peculiar to the lot, land or building(s) in question.
- B. That a literal interpretation of the zoning ordinance would deprive the applicant of the rights enjoyed by other property owners.
- C. That the special conditions do not result from previous actions of the applicant.
- D. That the requested variance is the minimum variance that will allow a reasonable use of the lot, land or building(s).

CONDITIONAL USE PERMIT – Attach a plan for the proposed use showing the location of buildings, parking and loading areas, traffic access and circulation drives, open space, landscaping, utilities, signs, yards and refuse and service areas. Also attach a narrative statement relative to the above requirements and also explain any economic, noise, glare or odor effects on adjoining property and the general compatibility with other properties in the district.

HOME OCCUPATION (CUP) – In order for a home occupation conditional use permit to be granted, the applicant must prove to the Board that the following items are true: (Please attach these comments on a separate sheet)

- A. The home occupation must be incidental to the principal residential use of the residence and be limited to 25% of the ground floor area, in no event to exceed 300 square feet.
- B. The home occupation shall result in no exterior evidence, except an unlighted sign not to exceed 6 square feet in area, which may identify the home occupation.
- C. The home occupation shall not generate any atmospheric pollution, light flashes, glare, odor, noise, vibration, truck or other heavy traffic.

ADMINISTRATIVE REVIEW – Attach a narrative statement describing the action or decision made by the administrative official including an outline of information supporting your claim for which relief is sought.

APPLICANT OR REPRESENTATIVE MUST BE PRESENT AT MEETING FOR THE BOARD TO CONSIDER APPLICATION

I hereby certify that the information contained in this application and supporting attachments is true and correct.

APPLICANT

DATE

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In accordance with Building Inspection Department policy and KRS 100.237, it shall be the duty of the applicant to furnish to the Board the name and address of all owners of each parcel of property adjoining, bordering, contiguous to and situated across a public street or roadway from the property to which the application applies. Records maintained by the Scott County Property Evaluation Administrator may be relied upon conclusively to determine the identity and current mailing address of said owners.

NAME OF OWNER	CURRENT MAILING ADDRESS	PROPERTY ADDRESS
1) _____	_____ _____ _____	_____
2) _____	_____ _____ _____	_____
3) _____	_____ _____ _____	_____
4) _____	_____ _____ _____	_____
5) _____	_____ _____ _____	_____
6) _____	_____ _____ _____	_____
7) _____	_____ _____	_____

ADDITIONAL SHEETS MAY BE USED IF NECESSARY